



**Hindi Vidya Prachar Samiti's**

**Ramniranjan Jhunjhunwala College**

**of Arts, Science & Commerce**

***(Empowered Autonomous College)***

**Affiliated to**

**UNIVERSITY OF MUMBAI**

**Syllabus for the B.Sc.**

**Program: B.Sc. Medical Laboratory Technology**

**Program Code: RJSUMLT**

**National Education Policy (NEP 2020)**

**Level 4.5**

**(BSc MLT 2023-2024)**

SEMESTER	:	<b>III</b>
TITLE	:	<b>VOCATIONAL SKILL COURSE (VSC)</b>
TITLE OF THE SUBJECT/COURSE	:	EFFECTIVE ADMINISTRATION SKILLS IN HOSPITALS
COURSE CODE	:	RJVSCMLT311
CREDITS	:	02
DURATION	:	30 hrs

LEARNING OBJECTIVES	
1	To understand the concept of hospital management.
2	To understand the different principles of setting up hospitals.
3	To understand difference between different types of hospitals and its working.

Course Outcome No.	On completing the course, the student will be able to:	PSO Addressed	Bloom's Levels
CO1	Classify between different concepts of planning, organizing, executing, feedback analysis.	1	BT level 2
CO2	To understand and formulate team management skills – Forming, storming, norming and performing	1	BT level 2
CO3	To enable understand working of multi-specialty hospital, government hospital, diagnostic centres.	1	BT level 2

<b>SYMLT Semester III</b>			
<b>Course Code: RJVSCMLT311</b>		<b>EFFECTIVE ADMINISTRATION SKILLS IN HOSPITALS</b>	<b>Credits</b>
<b>Unit</b>	<b>Unit Name</b>	<b>Topic</b>	<b>2</b>
I	Management and leadership	Managerial skills, leadership and its types, job roles in management, difference between managers and leaders.	1
II	Categories of Institutions	District hospitals, PHC, Multi-specialty hospitals, Government hospitals, Diagnostic centers, PPP models	1
<b>References:</b> <ul style="list-style-type: none"> <li>Hospital Administration by DC Joshi</li> </ul>			